

# 2003 – 2004 AACRAC\* OBSERVANCES

\*AMES AREA CIVIL RIGHTS ADVISORY COMMITTEE

MONTH	OBSERVANCE	ASSIGNMENT	VOLUNTEER(S)
October 2003	Nat'l Disability Employment	Emilie Zehr	
November 2003	Nat'l Native American Heritage	Bill Van Roekel	
November 2003	Veteran's Day (11 <sup>th</sup> )	Bill Van Roekel	
December 2003	None		
January 2004	MLK Day (21st )	Mark Tomer	
February 2004	Nat'l African-American History	Mark Tomer	
March 2004	Nat'l Women's History	Louisa Tabatabai	
April 2004 4 <sup>th</sup> Thursday	Take our Daughters and Sons to Work	Louisa Tabatabai	
May 2004	Nat'l Asian/Pacific American Heritage	Loren Jones	
June/July 2004	None		
August 2004	Women's Equality Day (26th)	Louisa Tabatabai	
September 2004	Nat'l Hispanic Heritage (Sept 15 – Oct 15)	Eva Wojcik	
October 2004	Disability Employment Awareness	Emilie Zehr	
November 2004	Nat'l Native American Heritage	Kent Heikens	Jeff Hoelsing
November 2004	Veteran's Day (11 <sup>th</sup> )	Kent Heikens	Jeff Hoelsing

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It is the responsibility of the Assigned individual to carry out planned observance activities possibly including (other activities or ideas are welcome) one or more of the following:

1. Notifying supervisors of volunteer participation.
2. Displaying of posters, including asking permission in special locations. Designated AACRAC boards are available.
3. Consideration for all locations and purchasing extra or duplicate materials is encouraged.
4. Using the AACRAC Website for presenting information.
5. The printing of advertising flyers can be done through NADC Illustration.
6. Present Iowa State University resources including ISU website, speakers, and special events.
7. Broadcast of videos or films requires use of audio-visual equipment and coordination with location support staff and scheduling of room space.
8. Presentations by guest speakers require the reservation of suitable room space and coordination with audio-visual support staff. Additionally, if an honorarium is to be granted, the monetary amount is nominal and varied, (the past practice ranged from \$ 0 to \$100 - \$200, depending on how far the speaker or presenter must travel). An Honorarium is encouraged for all speakers. Honorarium and any expenses incurred by the presenter must be approved by the AACRAC in advance.